

## **Commission-approved "Model" Disclosure Categories for Use by State Agencies**

The following disclosure categories can be used by state agencies when drafting or amending conflict-of-interest codes. These categories are not intended to be all inclusive. You may need to reword the model language, or add additional categories, to capture all conceivable conflicts of interest for your designated employees. The use of the categories is voluntary and is intended to help you develop language for disclosure categories.

### **Full Disclosure**

All interests in real property in the State of California, as well as investments, business positions and sources of income, including gifts, loans and travel payments.

### **Full Disclosure (excluding interests in real property)**

All investments, business positions and sources of income, including gifts, loans and travel payments.

### **Interests in Real Property**

All interests in real property in the State of California.

### **General Contracting Categories (Two models)**

Note: The first model can be used for an individual who contracts for the entire agency. The second model is for an individual who has contracting authority for a specific department (e.g., fleet manager).

All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the (agency).

All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the (employee's department or area of authority).

### **Regulatory, Permit or Licensing Agency (Two models)**

Note: The first model can be used by an agency that licenses or regulates. The second model can be used by an agency that licenses occupations, as well as approves classes or curricula to obtain, or maintain an occupational license.

All investments, business positions and income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the (name of agency).

All investments, business positions and income, including gifts, loans and travel payments, from sources that either contract to provide education or training required by the (name of agency) to qualify for or maintain a license, or entities that provide education or training services which courses or curricula are approved by the (name of agency).

### **Grant/Service Providers/Agencies that Oversee Programs (Two models)**

Note: The first model can be used by an agency that awards monies or grants to organizations or individuals. The second model is for an agency that also approves programs for rehabilitative services.

All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the (name of agency).

All investments, business positions and income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons suffering from (alcohol related problems/drug abuse).

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